

AN ORDINANCE      2010-06-24-0620

**AUTHORIZING THE EXECUTION OF AN AMENDMENT TO THE \$3,115,699.00 PROFESSIONAL SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. IN AN AMOUNT UP TO \$400,000.00 FOR THE DEVELOPMENT OF AN ELECTRONIC-AIRPORT LAYOUT PLAN, COMMERCIAL DEVELOPMENT ANALYSIS AND AN ENVIRONMENTAL ANALYSIS AT SAN ANTONIO INTERNATIONAL AIRPORT.**

\* \* \* \* \*

**WHEREAS**, an Agreement for Professional Services for the development of an Airport Master Plan Development for the San Antonio International Airport (herein called the "Original Agreement"), was entered into by the City and AECOM USA Group, Inc. as authorized by Ordinance No. 04-02-0244 on April 2, 2009; and

**WHEREAS**, AECOM USA Group, Inc. has assigned to AECOM Technical Services, Inc. all obligations and liabilities of the Original Agreement, as amended, by executing the Transfer Agreement attached hereto as Attachment 1; and

**WHEREAS**, the Parties desire to add the development of an electronic Airport Layout Plan (E-ALP), a Commercial Development Analysis, and an Environmental Analysis to the Scope of Services and delete other services as set out in the Amendment attached hereto as Attachment 2; and

**WHEREAS**, the funding for the E-ALP will come from a \$300,000.00 grant from the Federal Aviation Administration and the City's \$100,000.00 matching amount from the Capital Improvement Funds, which was approved by City Council on March 11, 2010; and

**WHEREAS**, through savings created by the deletion of tasks within the original scope being handled through other contracts or in-house, the Commercial Development Analysis, and an Environmental Analysis scope will not increase the contract capacity; and

**WHEREAS**, it is now necessary for the City to authorize execution of the Transfer Agreement to complete the transfer of all obligations and liabilities of the Original Agreement to AECOM Technical Services, Inc and to authorize the execution of an amendment adding the E-ALP, a Commercial Development Analysis, and an Environmental Analysis to the Original Agreement; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The City Manager or her designee is authorized to execute the Transfer Agreement (Attachment 1) transferring all obligations and liabilities of the Original Agreement with AECOM USA Group, Inc. to AECOM Technical Services, Inc.

**SECTION 2.** The City Manager or her designee is authorized to execute the Amendment to the Professional Services Agreement with AECOM Technical Services, Inc., attached hereto as Attachment 2, in the amount of \$400,000.00 adding the E-ALP, a Commercial Development Analysis, and an Environmental Analysis to the Airport Master Plan Development for the San Antonio International Airport.

**SECTION 3.** Payment in the amount not to exceed \$400,000.00 in SAP Fund 51099000, General Obligation Capital Projects, SAP Project Definition 33-00148, Airfield Electrical & Lighting Upgrade, is authorized to be encumbered and made payable to AECOM Technical Services, Inc. for professional services.

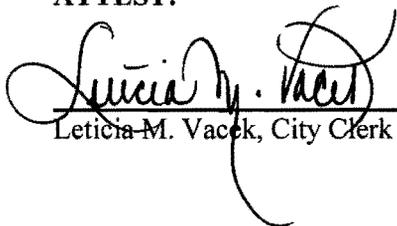
**SECTION 4.** The financial allocations in this Ordinance are subject to approval by the Chief Financial Officer, City of San Antonio. The Chief Financial Officer may, subject to concurrence by the City Manager, or the City Manager's designee, correct allocation to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

**SECTION 5.** This Ordinance shall take effect immediately upon passage by eight (8) affirmative votes; otherwise it shall be effective ten (10) days after its passage.

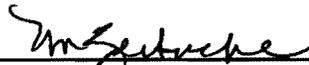
**PASSED and APPROVED** this 24th day of June, 2010.

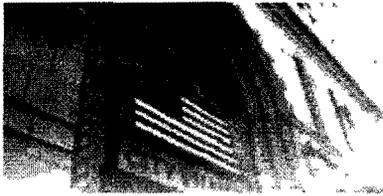
  
M A Y O R  
Julián Castro

**ATTEST:**

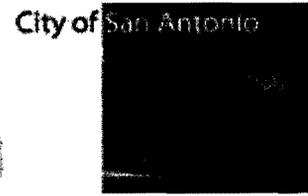
  
\_\_\_\_\_  
Leticia M. Vacek, City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
for Michael D. Bernard, City Attorney



Request for  
**COUNCIL  
ACTION**



**Agenda Voting Results - 44**

<b>Name:</b>	7, 8, 9, 10, 11, 12, 13, 14, 16, 19, 20, 21, 22, 25, 26A, 26B, 26C, 27, 28, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42A, 42B, 43, 44, 47, 49, 51, 52, 53, 54, 55, 57, 58, 59, 61, 62A, 62B, 63, 64, 66						
<b>Date:</b>	06/24/2010						
<b>Time:</b>	03:30:59 PM						
<b>Vote Type:</b>	Motion to Approve						
<b>Description:</b>	An Ordinance authorizing an amendment to a professional service contract with AECOM USA Group, Inc. to increase the contract capacity to \$3,515,699.00 for an increase to scope to add an Electronic-Airport Layout Plan and establishing a contract expiration date for December 31, 2011. [Pat DiGiovanni, Deputy City Manager; Frank Miller, Director, Aviation]						
<b>Result:</b>	Passed						
<b>Voter</b>	<b>Group</b>	<b>Not Present</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Motion</b>	<b>Second</b>
Julián Castro	Mayor	x					
Mary Alice P. Cisneros	District 1		x			x	
Ivy R. Taylor	District 2		x				
Jennifer V. Ramos	District 3		x				
Philip A. Cortez	District 4		x				
David Medina Jr.	District 5		x				
Ray Lopez	District 6		x				x
Justin Rodriguez	District 7		x				
W. Reed Williams	District 8		x				
Elisa Chan	District 9		x				
John G. Clamp	District 10		x				

# ATTACHMENT 1

ASSIGNMENT AND CONSENT AGREEMENT

AECOM USA, Inc. d/b/a AECOM USA Group, Inc., a New York corporation, AECOM Technical Services, Inc., and the City of San Antonio enter into this Assignment and Consent Agreement (the "Agreement") as of \_\_\_\_\_, 2010.

RECITALS

WHEREAS, the City of San Antonio, (the "City") and AECOM USA, Inc. d/b/a AECOM USA Group, Inc. hereby entered into a Professional Services Agreement for an Airport Master Plan at San Antonio International Airport on April 2, 2010 pursuant to Ordinance No. 2009-04-02-0244, which (the "Contract"); and

WHEREAS, the term "Contract" shall include all modification made between the City and Assignor before the effective date of this Agreement; and

WHEREAS, AECOM USA, Inc. d/b/a AECOM USA Group, Inc., a New York corporation, ("Assignor") wishes to assign the Contract to its parent company, AECOM Technical Services, Inc. ("Assignee"); and

WHEREAS, the City consents to the assignment of the Contract.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

ASSIGNMENT

Assignor hereby assigns, transfers and conveys all of its rights, obligations, title, interest and liabilities in and to the Contract to Assignee. Assignee hereby agrees to be bound by and to perform the contract in accordance with the conditions contained in the Contract and accepts such assignment and assumes all of Assignor's rights, obligations, title, and liabilities in and to the Contract, whether such rights, obligations, title, interest or liabilities arose before or after the date of this Agreement. Assignee ratifies all previous actions take by Assignor with respect to the Contract, with the same force and effect as if the action had been taken by the Assignee.

CONSENT TO ASSIGNMENT

City hereby consents to the assignment of the Contract from Assignor to Assignee and agrees to look solely to Assignee for the continued performance of the Contract.

The Contract shall remain in full force and effect, except as modified by this Agreement.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

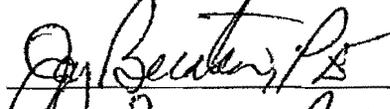
**ASSIGNOR**

**AECOM USA, INC. d/b/a AECOM USA  
Group, Inc.**

By:   
Name: JAY BERATAN, PE  
Title: Sr. Vice President

**ASSIGNEE**

**AECOM TECHNICAL SERVICES, INC.**

By:   
Name: JAY BERATAN, PE  
Title: Sr. Vice President

**CITY OF SAN ANTONIO**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

# ATTACHMENT 2

**AMENDMENT NO. 2  
TO  
PROFESSIONAL SERVICES AGREEMENT  
AT THE  
SAN ANTONIO INTERNATIONAL AIRPORT**

This Amendment (herein called the "Amendment") to the Professional Services Agreement for the development of an Airport Master Plan for the San Antonio International Airport is entered into by and between the City of San Antonio (herein called the "City"), a Texas municipal corporation, acting by and through its City Manager, AECOM Technical Services, Inc. (hereinafter called "Consultant"), acting by and through its duly authorized corporate representative, as set out below. **WITNESSETH:**

**WHEREAS**, an Agreement for Professional Services for the development of an Airport Master Plan Development for the San Antonio International Airport (herein called the "Original Agreement"), was entered into by the City and Consultant as authorized by Ordinance No. 04-02-0244 on April 2, 2009; and

**WHEREAS**, the Parties desire to add the development of an Airport-GIS and electronic Airport Layout Plan (e-ALP) to the Scope of Services in compliance with Federal Aviation Administration Advisory Circulars 150/5300-16A, -17B, and -18B; and

**WHEREAS**, the Parties desire to add a Commercial Development Analysis and an Environmental Analysis to the Scope of Services and deleted other services as set out herein; and

**WHEREAS**, the Original Agreement is being amended to include a specific termination date in accordance with FAA Advisory Circular 150/5100-14D; and

**NOW THEREFORE**, in consideration of the terms, covenants, agreements and demises herein contained, and in consideration of other good and valuable consideration, each to the other given, the sufficiency and receipt of which are hereby acknowledged, the Original Agreement entered into by and between the City and Consultant is amended as follows:

**1. Exhibit 1, Scope of Work.** The scope of work set out in Exhibit A hereto will be added to and made a part of Exhibit 1, Scope of Services, of the Original Agreement as Element 8 and 9. Additionally, Tasks 1.3.7, 2.3, 3.2, 3.7, 4.3, 5.2.1, and 5.2.2 are hereby deleted from Exhibit 1, Scope of Work, of the Original Agreement.

**2. Article 5.2, Basis for Compensation and Invoicing.** The first sentence of Article 5.2, Basis for Compensation and Invoicing, is hereby deleted and replaced in its entirety with the following sentence:

"The total compensation for Consultant's base work, to include all travel and other expenses, as defined in the Scope of Services shall be the lump sum of \$3,515,699.00 ("Base Fee") in accordance with Consultant's Fee Schedule which is attached hereto as Exhibit 2."

3. **Exhibit 2, Consultant Fee Schedule.** The fee table contained in Exhibit 2, Consultant Fee Schedule, is hereby deleted and replaced in its entirety with the following:

	Expenses			Cost (USD)
	Labor	Travel	Non-Travel	
<b>TOTAL PROJECT</b>	<b>\$3,306,612</b>	<b>\$166,387</b>	<b>\$42,700</b>	<b>\$3,515,699</b>
<b>ELEMENT 1- VISIONING AND EXISTING CONDITIONS</b>	<b>\$860,767</b>	<b>\$42,500</b>	<b>\$4,350</b>	<b>\$907,617</b>
<b>ELEMENT 2- AVIATION DEMAND FORECAST</b>	<b>\$118,888</b>	<b>\$12,000</b>	<b>\$2,850</b>	<b>\$133,738</b>
<b>ELEMENT 3- FACILITY REQUIREMENTS</b>	<b>\$298,682</b>	<b>\$19,000</b>	<b>\$1,000</b>	<b>\$318,682</b>
<b>ELEMENT 4- ALTERNATIVES DEVELOPMENT AND EVALUATION</b>	<b>\$491,167</b>	<b>\$28,000</b>	<b>\$4,000</b>	<b>\$523,167</b>
<b>ELEMENT 5- FACILITIES IMPLEMENTATION PLAN</b>	<b>\$868,545</b>	<b>\$16,900</b>	<b>\$4,000</b>	<b>\$889,445</b>
<b>ELEMENT 6- FINANCIAL FEASIBILITY ANALYSIS</b>	<b>\$185,869</b>	<b>\$5,655</b>	<b>\$2,000</b>	<b>\$193,524</b>
<b>ELEMENT 7- FINAL PROJECT DOCUMENTATION</b>	<b>\$481,177</b>	<b>\$18,950</b>	<b>\$24,500</b>	<b>\$524,627</b>
<b>ELEMENT 8- AIRPORT GIS AND ELECTRONIC AIRPORT LAYOUT PLAN</b>	<b>\$422,751</b>	<b>\$13,373</b>	<b>\$0</b>	<b>\$436,124</b>
<b>ELEMENT 9- ADDITIONAL ANALYSES</b>	<b>\$85,776</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$95,776</b>

4. **Article 2.1 Period of Service.** Article 2.1 is hereby deleted and replaced in its entirety with the following sentence:

"2.1 This Agreement shall take effect on the eleventh (11<sup>th</sup>) calendar day after it is approved by the San Antonio City Council or upon execution by both parties, whichever date is later, and continue in full force and effect for the earlier of the period required for completion of the duties as set forth in the Scope of Services or December 31, 2011. Performance shall commence upon execution of this contract by the Director or his designee, and shall terminate upon the earlier of December 31, 2011 or substantial completion of Consultant's duties as set forth in the Scope of Services and upon written acceptance by City of Consultant's work product or services rendered, unless extension or earlier termination shall occur pursuant to any of the provisions hereof."

5. **Article 3.4** The following paragraph will be added to Article III and incorporated into the Original Agreement as Article 3.4:

"The City and Consultant agree that additional services and associated payment may be added to this Agreement by an amendment signed by both parties. Such amendment for an increase in scope of work and associated payment shall be within the discretion of the Director to execute without San Antonio City Council approval so long as the additional services do not cause the total contract value to exceed \$25,000.00."

All provisions of the Original Agreement that are not modified by this Amendment remain in full force and effect.

**EXECUTED and AGREED** to this the \_\_\_\_\_ day of \_\_\_\_\_, 2010.

ATTEST:

**CITY OF SAN ANTONIO, TEXAS**

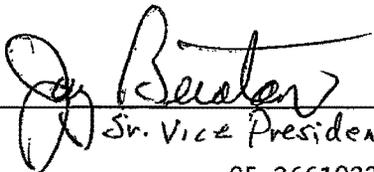
\_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
Sheryl L. Sculley  
City Manager

APPROVED AS TO FORM:

**AECOM Technical Services, Inc.**

By: \_\_\_\_\_  
City Attorney

By:   
Sr. Vice President  
Federal Tax ID # 95-2661922

## EXHIBIT A SCOPE OF WORK

### **ELEMENT 8 - AIRPORTS-GIS AND ELECTRONIC-ALP**

The Consultant will develop an Airports-GIS (A-GIS) and electronic Airport Layout Plan (e-ALP) in compliance with the Federal Aviation Administration (FAA) Advisory Circulars 150/5300-16A, -17B, and -18B. The project will be completed in four tasks. During Tasks 1 and 2, Consultant will collect survey data of the existing facility in order to populate the FAA's A-GIS. During Task 3, Consultant will develop the planned data required to prepare an e-ALP. Finally, during Task 4, Consultant will prepare a standards manual that ensures all future data will be received in accordance with the Advisory Circular 150/5300-18B.

#### **Element 8 Management and Meetings**

On-site meetings specific to this task include the following:

- One project kick-off meeting & consultant coordination meeting for the eALP & AGIS (Task 8.1). Consultant will coordinate an on-site project kick-off meeting to define goals and objectives for the project. Key stakeholders will be required to attend the kick-off meeting where the project scope and schedule will be clearly articulated and documented. The kick-off meeting will also provide a forum to coordinate deliverables with all stakeholders.
- Six on-site design development meetings to coordinate with stakeholders (Tasks 1-3)
- One project kick-off meeting & consultant coordination meeting for the CADD Standards Manual for Design Consultants (Task 8. 4)
- Three on-site coordination meetings to coordinate with stakeholders (Task 8.4)

In addition to the on-site project kick-off meeting, Consultant will schedule bi-weekly project conference calls to provide a regular heartbeat for the project team. An agenda will be distributed in advance of these calls, along with a summary including action items and responsible individuals after each call. The project conference calls will take place reliably each week at the same agreed-upon time, regardless of the availability of any one team member.

Consultant will also manage, on behalf of City, communication and submittals to the FAA, including information posted and reviewed through the A-GIS web site at <https://airports-gis.faa.gov>.

Element 8 project management will also include budget controls, project scheduling, Quality Assurance/Quality Control reviews, and the maintenance of the ISO 9001 files and documentation.

#### **Scope of Work**

##### **Task 8.1: Survey**

Consultant will establish geodetic control in accordance with AC150/5300-16A, including evaluating the existing PACS and SACS and re-establishing if necessary.

## **Task 8.2 - Convert to GIS, Data Attribution, Collect Cadastral and Other Non-Planimetric Data**

Consultant will augment the planimetric data collected in Task 8.1 and attribute the data in accordance with FAA Advisory Circulars 150/5300-18B, and additional guidance received from the FAA Southwest Region related to the A-GIS and e-ALP Pilot Program.

Convert Planimetric Data to GIS Format - Consultant will convert planimetric data into GIS format. Consultant will use a geodatabase to manage data converted to the required format, and will export data from that geodatabase for submittal to the FAA in the required format.

Augment Planimetric Data with Additional Attribution - Consultant will associate additional attribution to planimetric data from sources that may be other than planimetric in nature. Possible sources of additional attributes may be field survey, general airport information, or specific CADD files or other data provided by City staff. Refer to the AGIS/eALP Scoping – Airport Data Features document dated February 19, 2010.

Collect Cadastral, Utility, and other Non-Planimetric Data - Consultant will work with City, the surrounding municipalities, and other data providers to collect required data. Consultant will incorporate the non-planimetric data collected from various sources including local government agencies, airport-provided CADD files, and other sources. Consultant will convert non-planimetric information in CADD format into Geographic Information System data with attribution in accordance with FAA Advisory Circular 150/5300-18B Chapter 5. Refer to the AGIS/eALP Scoping – Airport Data Features document dated February 19, 2010.

Utility information will be limited to the data provided to Consultant by others as part of the Master Plan including water service, storm drainage, sanitary sewer, FAA duct bank, natural gas, and electrical service. Environmental data will be limited to the existing and proposed noise contour mapping, flood hazard areas, municipal solid waste facilities, watersheds, streams, and Edwards Aquifer Region provided to Consultant for incorporation into the Master Plan.

Consultant will not be held accountable for the accuracy of the non-planimetric data provided by the City or other data providers. Refer to the AGIS/eALP Scoping – Airport Data Features document dated February 19, 2010.

Convert Non-Planimetric Data to GIS Format - Consultant will convert non-planimetric data into GIS format in compliance with the geometric rules defined in AC150/5300-18B section 3.4. Consultant will use a geodatabase to manage data converted to the required format, and will export data from that geodatabase for submittal to the FAA in the required format

### *Task 8.2 Deliverables*

- An interim report at the conclusion of the Planimetric, Utility, and Cadastral feature collection
- Field Note Information and Data per AC150/5300-18B
- Airport GIS data of the existing airport infrastructure as defined in AC150/5300-18B will be uploaded to the FAA

### **Task 8.3: Proposed Features, Design Surfaces, and e-ALP Submittal Using FAA Tools**

Consultant will incorporate the planned/proposed features identified in the Master Plan in order to prepare an e-ALP. Consultant will prepare a base map of the proposed features in AutoCAD and then extract the data into GIS format. Consultant will also incorporate the planned wetland impacts associated with the Wurzbach Parkway project in the form available (Consultant will not be held accountable for the accuracy of this information).

The data will be developed in accordance with the standards defined in AC150/5300-18B and then attributed as required by the FAA. Consultant will also perform a FAR Part 77 analysis for the airport using newly collected data. Upon conclusion of the data development, Consultant will upload the planned data to the A-GIS for use in assembling the eALP.

#### *Task 8.3 Deliverables*

- Airport GIS data of the proposed airport infrastructure, imaginary surfaces, and design parameters as defined in AC150/5300-18B will be uploaded to the FAA
- An interim report at the conclusion of submittal of planned and design data
- An interim report at the conclusion of e-ALP assembly
- Project Final Report per AC150/5300-18B

### **Task 8.4 - Airport CADD Standards and Procedures Manual for Design Consultants**

Consultant will prepare a Computer Aided Drafting and Design (CADD) Standards and Procedures Manual for Design Consultants (the Manual) of SAT to ensure that electronic deliverables adhere to SAT CADD standards and interoperability with the FAA A-GIS/e-ALP. Development of the Manual will include reviewing and updating SAT's current CADD Standards by combining the FAA mandated AC 150/5300-18b with the current National CADD Standards (NCS), preparing AutoCAD drawing templates, and a procedure for converting design drawings into the FAA's AGIS database.

*Review and Update SAT CADD Standards* - Consultant will review SAT's current CADD Standards for conformance to the NCS, which will include an analysis of NCS disciplines relevant to SAT. This task also includes the evaluation of drafting procedures and guidelines, naming conventions for drawing files; external reference file (Xref) management, blocks, symbols, and layers. Based on results of the conformance evaluation, Consultant will update SAT's CADD Standards to comply with the current NCS. Furthermore, airport specific disciplines (Baggage Systems, Gate Services, etc.) not established in the NCS will be created based on legacy SAT standards.

*SAT CADD Standard Template Development* - Consultant will provide SAT with an AutoCAD Civil 3D 2010 and AutoCAD Map 2010 master drawing template (dwt) that incorporates SAT's new CADD Standards. This work element includes creating standard layers, applying standard colors, plot styles, and layer descriptions in a single AutoCAD template file. Discipline specific layer filters will also be created and applied to the template. In addition, aviation specific layers not covered within the NCS will be created and included in the template. NCS Guidelines will be followed for the creation of any new

layers. Consultant will review the following disciplines and incorporate other relevant NCS disciplines into a master template consisting of approximately 1,800 layers:

- Architectural
- Civil
- Electrical (including signage)
- Equipment
- Fire Protection
- Fire Alarm
- General
- Geotechnical
- Hazardous Materials
- Interiors
- Landscape
- Mechanical
- Plumbing
- Process
- Resource
- Structural
- Survey/Mapping
- Systems
- Telecommunications
- Planning / Design/ eALP

Airport specific layers will be created under the specific direction of the City and are estimated not to exceed 500 layers. Additionally, existing symbols, details, and other blocks will be converted to the revised layering format.

Consultant will assemble and organize SAT standard symbology and customized AutoCAD tool palettes. Custom tool palettes will have symbology organized by discipline, scale, and orientation. Custom tool palettes will be applied in the SAT Standard Layer Template.

*Development of CADD Standards and Procedures Manual for Design Consultants* - Consultant will develop the CADD Standards and Procedures Manual for Design Consultants incorporating the CADD Standards and CADD Standard Templates. This manual will contain simplified procedures for the production and submittal of electronic and printed design documents. The main components of this manual will include:

Section Index: This section will include the Table of Contents and section breakdown.

Introduction: This section will include a brief description of the scope and purpose of the manual. Subsections will include: Revision History, Terms of Use, and Revision Process.

Drawing Setup Section: This section will contain standard procedures for drawing setup. Subsections will cover standard: Border Sheets, Title Sheets, Title Blocks, Coordinate System, Precision, and Accuracy.

Standard Template Section: This section will cover the setup and use of the Standard Template. Subsections will contain an overview of the template's components relating to CADD Standards. The components overviewed will include: Layer Template, Tool Palettes, Text Styles, Dimension Styles, Plot Styles, and Page Setups.

File Management Procedure Section: This section will contain Drawing File Numbering and File Naming Conventions.

**Project Deliverables Criteria Section:** This section will cover SAT procedures for the submission of all forms of project deliverables, electronic and hard copies. Subsections will include the submission criteria for: PDF (including instructions for Issues for Bid (IFB) standard format), CADD Design and Sheet Files, Plotted Drawing Sets, and FAA AGIS required elements (including metadata).

**FAA NGS/GIS Standards Section:** This section will provide a brief overview of the FAA Advisory Circular (AC) 150/5300-18b. Topics will include standard practices for collection of metadata, CADD drafting standards required for conversion into the FAA's AGIS database, additional elements required by the FAA not normally provided in design drawings, and the use and functionality of the FAA's Data Migration Tool (DMT). Additionally, this section will provide guidance on the relationship between SAT layering standards and the FAA's layering standards. A quick reference brochure will accompany this section to highlight the features in AC 150/5300-18b, including a table of metadata and attribute information required for collection during survey and construction. [Note: a separate template for FAA AGIS standards is not beneficial as the FAA's Data Migration Tool (DMT) provides a simple conversion tool for SAT layering standards into FAA standards.]

The Manual will be provided in the following formats:

- Microsoft Word 2007
- Security free Adobe PDF with major sections bookmarked

Consultant will provide training for SAT staff on the AutoCAD Master Drawing Template and the FAA's Data Migration Tool (DMT). Consultant will provide one on-site training session to accompany the training documents, consisting of two four-hour sessions with a maximum of four staff members at each session. The documents associated with this training will be provided to the Airport.

**Exclusions -** The items identified below are excluded from the scope of Task 8.4:

- Creation of annotative objects for SAT Standard Template
- Creation of new symbology, blocks, or design details
- Creation of Manual and templates for design programs other than AutoCAD
- Creation of Manual and templates for uses other than design plan, (black and white), creation and submission
- Assignment of colors and plot styles to created layers.
- BIM Standards for REVIT

#### ***Task 8.4 Deliverables***

- CADD Procedures Manual
- CADD Standard Template compatible with AutoCAD 2010 and previous versions
- FAA NGS/GIS Conversion Matrix
- Drawing Standard Check Template
- Training documents
- Existing symbols, details, and other blocks converted to revised layering format and compatible with AutoCAD 2010 and previous versions

**Assumptions for Element 8**

- SAT will grant Consultant access to their account on the FAA A-GIS website and Consultant will be designated as an authorized user on the account.
- Consultant will refer to FAA Advisory Circulars 150/5300-16A, -17B, and -18B for detailed guidance in carrying out the program.
- Consultant will not be held accountable for changes to the advisory circulars or new regulatory guidance that may be published during the duration of the program.
- Longer than planned duration Federal Aviation Administration and National Geodetic Survey reviews will not be cause for Consultant's project to be considered behind schedule.
- Planned development will be extracted from the Master Plan that is currently being prepared by Consultant. Planned development will be limited to the 20-Year Master Plan as determined by San Antonio International Airport.
- Imaginary and design surfaces will be incorporated manually rather than automatically generated by the A-GIS application.
- The survey information collected in this project will prevail in the event of discrepancies between the existing Airport Layout Plan (i.e. runway end coordinates, etc.) prepared by others and the information collected in this project.
- Preparation of hardcopies of the Airport Layout Plan set is considered out of scope. San Antonio International Airport will use the FAA's website for access to the GIS data.
- Consultant will provide two days of training on the FAA's website and GIS.
- Hardware or hardware upgrades for SAT are not included in this scope.
- Software or software upgrades for SAT are not included in this scope.
- One engine inoperative surface analysis will not be conducted as part of this program.
- An airfield signage and marking plan is not included in the scope of this program.
- Consultant will use SAT's existing CADD Standards as a starting point for developing the CADD Standards Manual.
- The layers defined in FAA AC 150/5300-18B do not need to directly correlate with the layers required for preparing design plans.
- Manual and templates are designed for use with AutoCAD design program only.
- All created layers will have colors and plot styles set to AutoCAD defaults. Industry standards may be followed for these parameters in areas where an industry standard has been widely established.

**Budget for Element 8 - The table below shows the budget for Element 8.**

Task	Task Name	Budget		
		Labor	Travel Exp.	Non-Travel Exp.
<b>Element 8</b>				
8.1	Survey	\$83,250	\$0	\$0
8.2	Convert to GIS, Data Attribution, Collect Cadastral and Other Non-Planimetric Data	\$208,673	\$5,915	\$0
8.3	Proposed Features, Design Surfaces, and e-ALP Submittal Using FAA Tools	\$64,976	\$2,940	\$0
8.4	Airport CADD Standards and Procedures Manual for Design Consultants	\$65,852	\$4,518	\$0
	Sub-Total	\$422,751	\$13,373	\$0
<b>Total Budget</b>				<b>\$436,124</b>

**Schedule for Element 8** - Consultant estimates that Phases 1 & 2 of this program will take approximately 12 months to complete; Phase 3 will take approximately 4 months; and Phase 4 will take approximately 4 months. Consultant expects that Element 8 will be complete by 12/31/2011. However, a detailed project schedule will be developed upon receipt of notice to proceed.

## **ELEMENT 9 - ADDITIONAL ANALYSES**

### **TASK 9.1 COMMERCIAL DEVELOPMENT ANALYSIS**

#### **Overview**

Consultant will provide an analysis of commercial development opportunities at the San Antonio International Airport ("Airport") and specifically the six development areas identified on the Development Alternatives Map attached hereto, ("Study Areas"). Consultant understands that the ultimate goal of the City is to develop an action plan to diversify revenue sources and maximize non-airline revenue through commercial development of Airport property, and to develop strategies for highest and best use of the Airport property in the Study Areas. These highest and best uses will be determined in the context of supporting the ongoing and proposed long-term Airport development strategies reflected in the Airport Master Plan.

The Commercial Development Analysis will include a due diligence assessment and review of a potential implementation strategy based on an initial development scenario.

Consultant will meet with Airport staff to determine the City's near-term and long-term goals and objectives; review maps and diagrams of the Study Areas; review existing leases and other contractual documents and information to determine current land leasing programs for the Airport which may be illustrative of requirements for leases in the Study Areas; review pertinent sections of planning documents, and prepare a summary report of our findings. This will include review of all current leasing activities at the Airport and the determination of the inter-relation of the Airport tenant operations at facilities outside the Study Areas with the near-term and long-term goals for the Study Areas.

#### **Program Definition**

The Commercial Development Analysis will identify and define the key factors (e.g. contractual, financial, legal, operational, physical, etc.) that impact the commercial development program for the Airport in general and specifically the Study Areas by addressing the following:

- Establishment of goals and objectives (a further understanding of what is needed)
- Review and analysis of existing Airport documents/data, as provided by City
- Preliminary identification of applicable governmental requirements, development constraints, or environmental restrictions
- Preliminary identification of locations for potential development
- Development of a report setting forth the Development Strategy Phase findings

## Scope of Services for Element 9.1

Establish Goals and Objectives - The Commercial Development Analysis will commence with a meeting with Airport staff, to create the overall framework and direction for the analysis. Current contractual, financial, legal, operational, and physical issues will be discussed and reviewed. A tour of the Study Areas will be conducted.

Airport Data Collection and Review - Consultant will develop a list of data relating to the Study Areas to be provided by Airport staff for Consultant's review and analysis. Such data will include active leases of Airport properties; leasing policy documentation; Minimum Standards for Commercial Aeronautical Activities, the existing Airport Layout Plan; land use planning documentation; Master Plan documents; documentation pertaining to location of utilities; documentation pertaining to environmental requirements or development constraints; FAA grant information; description of current Capital Improvement Program projects; zoning or ordinances information, and/or other relevant documents.

Requirements and Constraints - A preliminary review of potential governmental (federal, state or local) requirements or constraints pertaining to the development of the Study Areas will be conducted. Additional information provided by Airport staff pertaining to exclusivity provisions in current leases, political or tenant relation requirements, and environmental considerations will be documented. A land value/rental rate analysis will be conducted to assist the City in the establishment of a rates and charges program for non-aviation related leases and facilities. FAA and DOT requirements will be evaluated.

Identify and Recommend Short/Long-Term Revenue Opportunities - Consultant will present identified constraints to development of the Study Areas, and identify other potential existing and new locations for commercial development at the Airport (in addition to the Study Areas) for further assessment in the Implementation Phase. In addition, Consultant will identify existing leasing protocols or provisions in existing leases that may provide increased revenue opportunities.

Determine Initial Development Scenario - Consultant will meet with Airport staff to identify a preferred initial development scenario based on the goals and objectives and current Airport initiatives. Through this process, we will identify existing requirements for implementation (such as lease expirations, FAA approvals, or environmental approvals) and a conceptual layout for such scenario.

Short and Long-Term Strategies - Report on Findings - Consultant will prepare and submit to Airport staff one (1) draft version of the Commercial Development Technical Memorandum for review and comment, to be followed by the final Technical Memorandum. The Technical Memorandum will include:

- The results of the due diligence process, outlining the key factors (e.g. contractual, financial, legal, operational, physical, etc.) that would impact the commercial development program for the Airport.
- The results of the revenue opportunity analysis
- Preliminary development scenarios and recommendations on highest and best uses for the parcels in the study areas

Consultant will provide electronic versions of the above described reports and will provide five (5) hard copy versions of the final reports.

### **Meetings**

Consultant will conduct three meetings to complete the analysis. Any additional professional services (including additional meetings) requested by City for the Commercial Development Analysis will be considered out of scope items.

### **Deliverables**

- Commercial Development Analysis Technical Memorandum, to be incorporated as a chapter of the Final Technical Report
- PowerPoint slides for incorporation into the Community, Technical, and Ad Hoc Committee meetings
- PowerPoint slides/boards for use at the Final Public Meeting

## **TASK 9.2: ENVIRONMENTAL ANALYSIS**

Using the information collected for the environmental inventory section of the report, Consultant will identify the key environmental issues associated with the proposed development plan and provide information that will help expedite subsequent environmental processing.

### **Scope of Work**

Consultant will list and describe the environmental factors to be considered during future planning, design and development of the Airport. The purpose of this section is to provide preliminary information concerning environmental resources and potential effects which may need to be addressed prior to implementation of projects on the ALP.

The environmental resources to be evaluated will include those typically considered under FAA guidelines for implementing the National Environmental Policy Act (NEPA) as outlined in the Environmental Desk Reference for Airport Actions (FAA, 2007). The sections of this Environmental Analysis will not be NEPA documents; rather, they will serve to help scope and prepare a NEPA document if/when a proposed project or action is ready for FAA decision-making.

Key environmental impact categories and/or issues of concern will be discussed in relation to projects that are known to trigger additional environmental processing. Important topics such as air, noise and water pollution will be discussed in proportionately greater detail; environmental resources that are not present or are not likely to be affected will be discussed in less detail or not at all. A typical section will be presented as follows:

- Probable Impacts
- Applicable Laws/Regulations
- NEPA Compliance
- Emerging Issues

- Sustainability Practices

Generally, the nature and extent of the analysis will be qualitative. With the exception of an aircraft noise analysis, no other detailed analysis will be conducted.

Special emphasis will be placed on airport noise and compatible land use. ALPs must include an off-airport land use map depicting land uses and zoning around the airport and, specifically, land within the DNL 65 dB noise exposure contour; therefore, an aircraft noise analysis will be prepared. FAA requires that the latest version of the Integrated Noise Model (INM) be used for aircraft noise analysis. Using existing INM input files from the latest FAR Part 150 Study (prepared by Wyle Labs), Consultant will use the INM to develop DNL 65, 70 and 75 dB contours for the existing (2009) and future (2030) conditions. The noise contours will be compared to surrounding land use information provided by SAT and a brief discussion will describe the changes expected to occur between the existing (2009) and future (2030) scenarios. Projects in the 2050 timeframe will not be included in this analysis.

**Meetings**

- Consultant will conduct a kick-off meeting for this task
- Consultant will conduct a meeting to review City staff comments on the draft Technical Memorandum
- Consultant will present the results of the Environmental Analysis at the Community, Technical, and Ad Hoc committee meetings
- Consultant will present the results of the Environmental Analysis at the Final Public Meeting

**Deliverables**

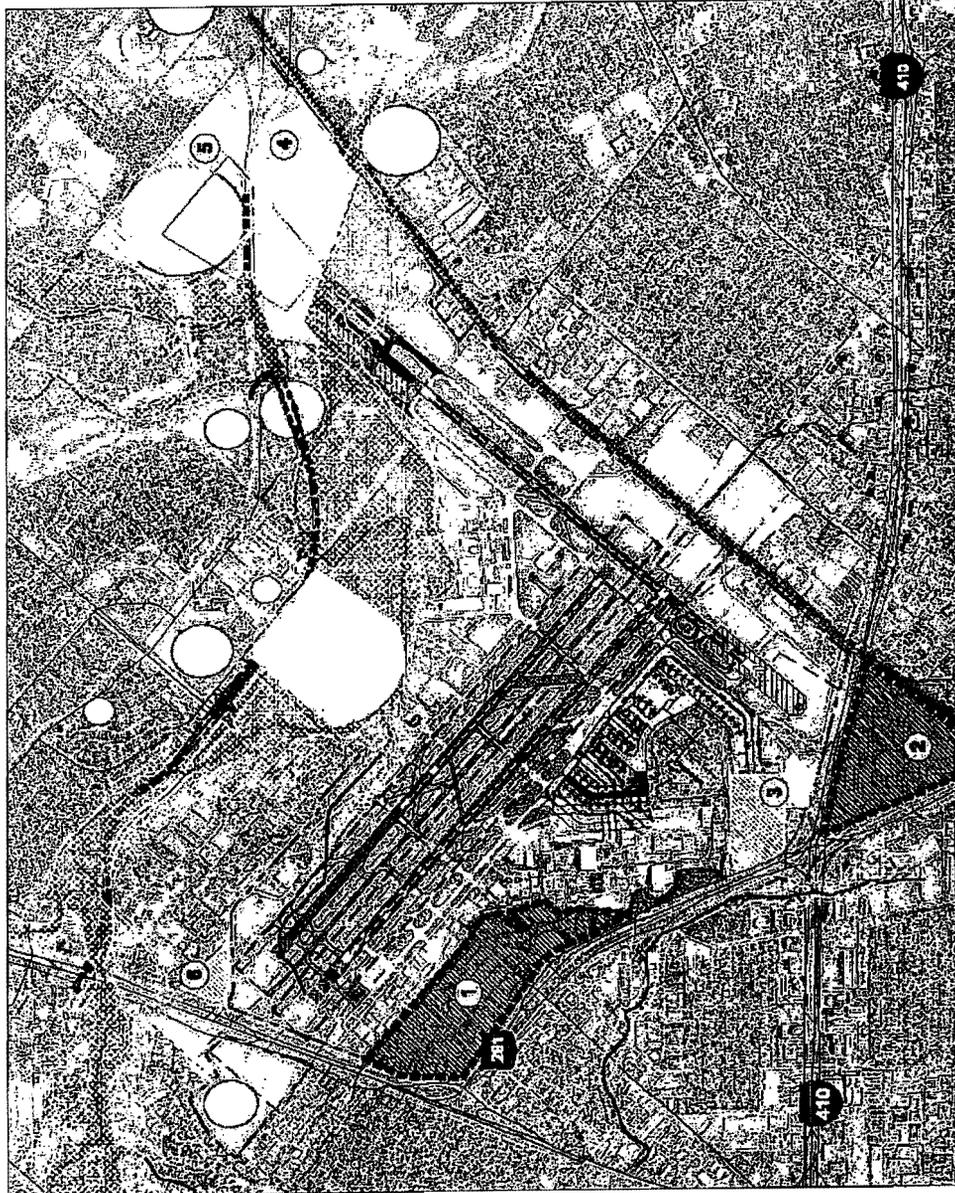
- Environmental Analysis Technical Memorandum
- Final Technical Memorandum will be incorporated as a chapter of the Final Technical Report
- PowerPoint slides for incorporation into the Community, Technical, and Ad Hoc Committee meetings
- PowerPoint slides/boards for use at the Final Public Meeting

**Budget for Element 9** - The table below shows the budget for Element 9.

Task		Task Name	Budget		
Element 9			Labor	Travel Exp.	Non-Travel Exp.
9.1	Commercial Development Analysis		\$35,000	\$5,000	\$0
9.2	Environmental Analysis		\$50,776	\$5,000	\$0
		Sub-total	\$85,776	\$10,000	
<b>Total Budget</b>					<b>\$95,776</b>

**Schedule for Element 9** – Consultant estimates that the Commercial Development Analysis and Environmental Analysis will take approximately 4 months to complete.

# Development Alternatives Map



**COMMERCIAL DEVELOPMENT OPPORTUNITIES AND CONSTRAINTS**

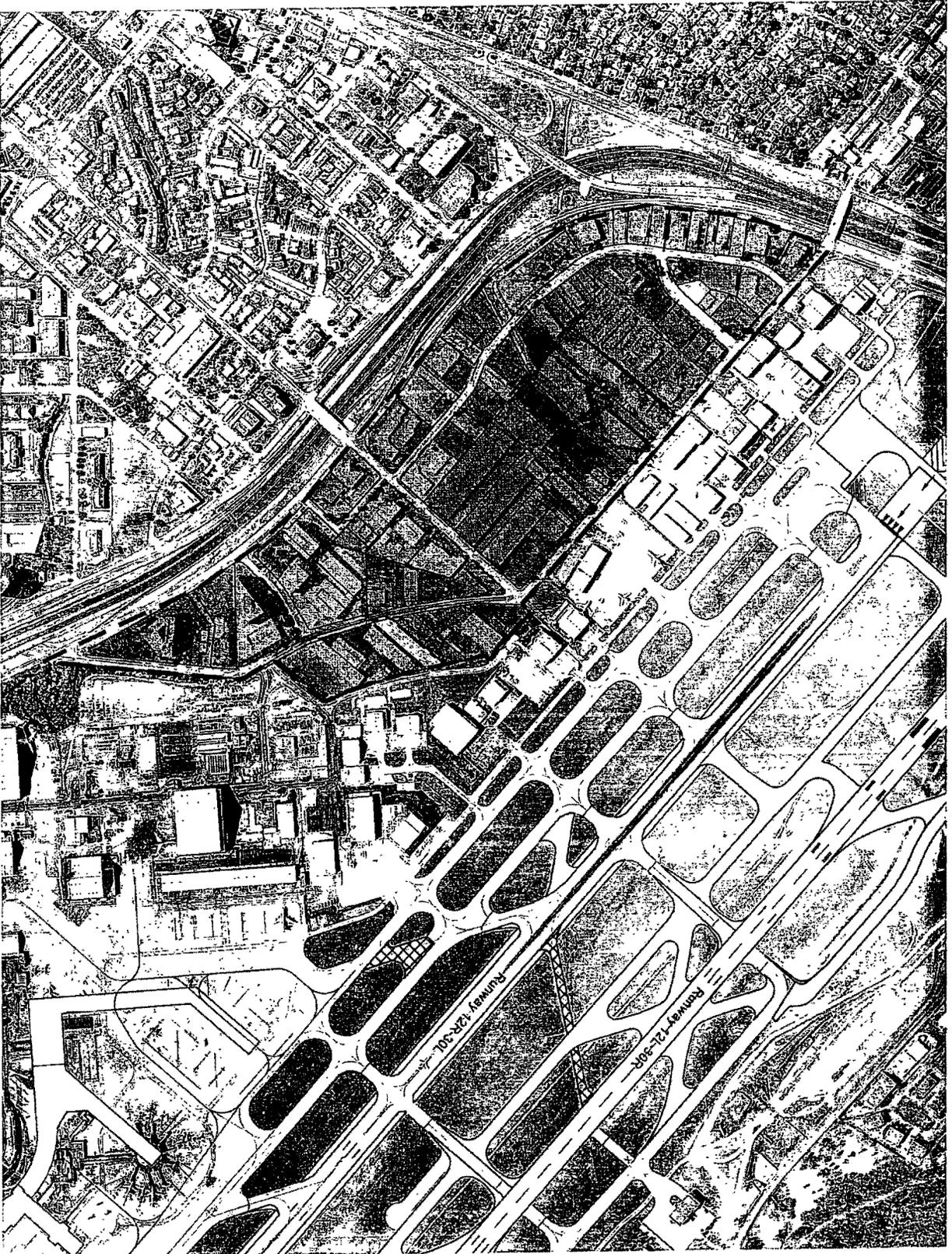
**LEGEND**

- Airport property line
- DEVELOPMENTAL CONSTRAINTS
- CHW
- 100-year floodplain
- 500-year floodplain
- Allowable waste facility
- Closed utility waste facility
- COMMERCIAL DEVELOPMENT OPPORTUNITIES
- CHW subject parcel

- ① Study Area 1: 172-acre parcel
- ② Study Area 2: 27-acre parcel. Study of 410 to see suitability and to make use of storage and real estate facilities, and employees and temporary parking lot.
- ③ Study Area 3: Parcel currently used for airport support facilities (warehouse and storage yard) and 100-year floodplain. To be proposed for parking south of Loop 410 to be suitable for vehicles for parking lot capacity on these parcels.
- ④ 70-acre parcel. Located on a closed municipal waste facility which will require cleanup and removal activities in order to be suitable for development. Considered by Mayor Planning 2-41 89% on 1/13/2011.
- ⑤ 34-acre parcel. Located on a closed municipal waste facility which will require cleanup and a proposed activities in order to be suitable for development. Considered by Mayor Planning 2-41 89% on 1/13/2011.
- ⑥ 24-acre parcel with no defined owner on 1/13/2011.

**NOTE:** The expected development projects will occur in Phase 1 and 2. Phase 3 is to occur in the subsequent years but will not be developed in year of this study.





**LEGEND**

- Airport property line
- ▭ Commercial Office Building
- ▭ Commercial Store Site
- ▭ Industrial
- ▭ Commercial Pad
- ▭ Airfield Improvements
- Property Acquisition

Property Acquisition: 128 Acres

